

Approved

Town of Grantham Board of Selectmen - Meeting Minutes March 9, 2016

The meeting of the Board of Selectmen was called to order at 5:00pm on Wednesday, March 9, 2016 by Chairman Kimball. The meeting was held in the Grantham Town Building, Jerry Whitney Memorial Conference Room at 300 Route 10 South, Grantham, NH.

Present: Chairman Warren Kimball; Selectman Sheridan Brown; Selectman Constance Jones; Town Administrator Melissa White; Administrative Assistant Ann Jasper; Police Chief Walter A. Madore, Sr.; Fire Chief Jay Fountain; and C. Peter James

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Town Administrator Melissa White

ADMINISTRATIVE - APPROVED

- Payroll Manifest #473
- Accounts Payable Manifest #491
- Plodzik & Sanderson Tax Collector Audit Agreement
- Recommital Warrant for Property Taxes
- Motor Vehicle Agent Appointment
- Miller Pond Road Bridge Contract
- Notice of Intent to Cut Wood or Timber
 - M/L 237-016-000; Route 10
 - M/L 220-032-000; Walker Road
- Building Permits:
 - M/L 222-160-001; 70 Pintail Knob – Kitchen & Bathroom Remodel
 - M/L 232-001-000; 26 Barrister Path – Finish Interior
 - M/L 216-160-000; 24 Old Spring Drive – Remodel
 - M/L 225-055-000; 116 Greensward Drive – Mud Room
 - M/L 234-094-000; 42 Greensward Drive – Garage Addition

APPROVAL OF MINUTES

A motion to approve the regular and non-public meeting minutes of February 24, 2016 as written was made by Selectman Brown; seconded by Selectman Jones. **Unanimously approved.**

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CORRESPONDENCE

- Sheridan T. Brown: A letter was received from Sheridan T. Brown resigning from the Zoning Board. Selectman Jones volunteered to serve as the Selectman Representative to the Zoning Board. Chairman Kimball thanked Brown for his service on the Zoning Board.
- Sheridan T. Brown: A letter was received from Sheridan T. Brown resigning from the Grantham Conservation Commission effective August 2015. He has and will continue to serve as the Selectman Representative to the Grantham Conservation Commission
- NH Department of Revenue Administration: A letter was received from Gregory Heyn, Real Estate Appraiser Supervisor, NH Department of Revenue Administration, who served as the town's monitor during the town revaluation. The letter included the final results of his monitoring activity of the sales inspections.

OLD BUSINESS

- Olde Farms Road Bridge: A letter was received from Northwoods Excavating Inc. informing that they will be back in the spring to complete the punch list items of shimming the grades under the guardrails to meet the required heights and complete clean up and site finishes where needed.
- Miller Pond Road Bridge: The Contract was received from Neil H. Daniels, Inc. for the Board's signature. The Bond requirement and Insurance Certificate were also received. Those will be reviewed and a site meeting will be scheduled at the bridge followed by a notice to proceed letter.
- Zoning Violation at 172 Cote Road: The Board agreed to send the owners a letter informing them of the new zoning changes which will take effect in one year so they can work on getting towards compliance. Selectman Brown volunteered to draft the letter.
- Mitchell Automotive: Chief Madore informed that he recently spoke with Joe Brown, the new caretaker of Sawyer Brook Plaza and Brown advised that he spoke with Charlie Mitchell about removing the unregistered vehicles that are on the Plaza's property.

NEW BUSINESS:

- Board of Selectman Chair: A motion to appoint Warren Kimball as Chair of the Board of Selectman was made by Selectman Jones; seconded by Selectman Brown.
Unanimously approved.
- Pollinator Committee Request: A request was received from the Pollinator Committee to plant pollinator friendly perennials or shrubs on designated areas of town owned property. Town Administrator White said she will work with them to designate which

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areas of town owned property may be used for this purpose. She said she will also consult with Groundskeeper Carey who maintains the properties. Selectman Brown added that the Conservation Commission will work with them on property owned by the Commission.

A motion to authorize the plantings of pollinator friendly perennials or shrubs on designated areas of town owned property so long as it is done in consultation with Town Administrator Melissa White and Groundskeeper Glenn Carey and it doesn't run afoul of any NH Department of Transportation rules was made by Selectman Brown; seconded by Selectman Jones. **Unanimously approved.**

- Hazardous and Dilapidated Buildings Order: Selectman Brown asked for input on moving forward with an RSA 155-B order for the trailer on M/L 233-101-000. He explained that RSA 155-B allows the town to order the owner of any hazardous building to correct the hazardous condition of such building or to raze or remove the same; the definition of a hazardous building is any building which, because of inadequate maintenance, dilapidation, physical damage, unsanitary condition, or abandonment, constitutes a fire hazard or a hazard to public safety or health. He further explained that the procedure is to serve an order to the owner of the property instructing them that the situation needs to be remedied giving them a specific period of time to reply; if they do not do it within the time frame the Board specified (which needs to be a reasonable amount of time), the Board would have the opportunity to take action and lien the property for whatever cost is incurred and that lien could be collected at the time of sale or the property can be taken by tax deed, the same as for back taxes. He stated that the neighbors have expressed that this has been a source of frustration for a long time and didn't think the cost for cleanup would be too high. Chairman Kimball said he would prefer to begin with sending a letter to the owner before we get into legal orders. Selectman Jones suggested writing a letter to the owner informing that the Board will be proceeding with RSA 155-B in the near future but are giving her the opportunity to resolve this issue amicably beforehand and give her thirty days to provide a written response. It was agreed that if there is no response within the 30 days or the Board is unhappy with the response, they will have to take action.
- Shoreline Protection Cutting Plan; M/L 222-147-151; 153-160; 162-163; Pleasant Drive; Black Duck Spur; & Pintail Knob: A motion to approve the Shoreline Protection Cutting Plan at M/L 222-147-151; 153-160; 162-163; on Pleasant Drive, Black Duck Spur, and Pintail Knob as recommended by the Grantham Conservation Commission was made by Chairman Kimball; seconded by Selectman Jones. **Unanimously approved.**

DEPARTMENT/COMMITTEE REPORTS

- Emergency Medical Services (EMS) – February Report: There were a total of seven (7) calls for service in February. There were four (4) transports consisting of one (1) ALS call and three (3) BLS calls. Two were not transported and one was cancelled.
- Fire Department – February Report:
 - Responded to 15 calls consisting of 3 EMS and 12 Fire/Rescue.

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- Training was on auto extrication which was held at the Croydon Fire Department. They reviewed hydraulic tools and their location on each Department's apparatus. Then they worked on extrication with the hydraulic rescue tools, and just to make it more interesting, conducted this training at night in a snow bank. In April, they are trying to organize cold water/ice rescue training with Springfield and Croydon.
- Chief Fountain and Firefighter Mason attended the second annual Kucsma Memorial Training Symposium. This year's symposium was geared toward leadership, lots of good training and networking with some great instructors. Deputy Chief Beckley attended the Mid-Western NH Hazmat meeting and training.

➤ Police Department – February Report:

- Chief Madore read to the first graders for the Grantham Village School Loves Reading Week on February 8, 2016.
- Officer Gamble received a thank you from a resident for helping find the owner of a lost dog on February 14, 2016.
- Sergeant Parsons attended a three day training at NHPSTC for Managing the FTO Program.
- Selectman Brown asked Chief Madore if he thought the Board should consider sending a letter to our legislators regarding the funding issue going on with Police Standards and Training. Chief Madore said this is a serious issue and he believed the Board should get involved. He said he spoke to Grantham Representative Andrew Schmidt about this who said he would do what he could to help.

A motion to send a formal letter to our legislators expressing the importance of the funding for Police Standards and Training from a town perspective was made by Selectman Brown; seconded by Chairman Kimball. **Unanimously approved.**

Selectman Brown said he would be happy to help someone draft the letter. Resident C. Peter James suggested expanding that to send the letter to Speaker of the House Jasper and our Senators. Selectman Jones added the Finance Committee also.

➤ Trustees of the Trust Funds – February Report: The Trustees of the Trust Funds February Report was reviewed.

➤ Town Administrator:

- Upcoming Meetings:
 - The Trustees of the Trust Funds meeting is scheduled on Tuesday, March 15, 2016 at 1:00pm.
 - The Grantham Conservation Commission meeting is scheduled for Monday, March 21, 2016 at 7:00pm.

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- The Master Plan Committee meeting is scheduled for Monday, March 21, 2016 at 6:00pm in lower lever Town Hall;
- The Cemetery Trustees are meeting Wednesday, March 2, 2016 at 5:30.
- The Zoning Board meeting for March has been cancelled.

OTHER

- Resident C. Peter James commented that it was nice to see the turnout and participation of residents at Town Meeting this year.

NON-PUBLIC

In accordance with RSA 91-A:3 section II-c, a motion was made by Selectman Jones, seconded by Selectman Brown to enter into a Non-Public session at 6:03pm. Present were: Chairman Warren Kimball; Selectman Constance Jones; Selectman Sheridan Brown; Town Administrator Melissa White; and Administrative Assistant Ann Jasper

Following proper vote, the Board returned from Non-Public session at 6:32 pm.

A motion to seal the minutes of this non-public session was made by Selectman Jones; seconded by Chairman Kimball. ***Unanimously approved.***

In accordance with RSA 91-A:3 section II-e, a motion was made by Selectman Jones, seconded by Chairman Kimball to enter into a Non-Public session at 6:32pm. Present were: Chairman Warren Kimball; Selectman Constance Jones; Selectman Sheridan Brown; Town Administrator Melissa White; and Administrative Assistant Ann Jasper

Following proper vote, the Board returned from Non-Public session at 6:45 pm.

ADJOURNMENT

There being no further business, Chairman Kimball moved to adjourn, seconded by Selectman Jones; ***by unanimous vote, the Board adjourned at 6:45 pm.***

The next Selectmen's Meeting will be held on **Wednesday, March 23, 2016** at 5:00pm in the Grantham Town Building; Jerry Whitney Memorial Conference Room at 300 Route 10 South, Grantham, NH.

Respectfully submitted,



Ann Jasper
Administrative Assistant